

NORTHERN NEVADA ADULT MENTAL HEALTH

POLICY AND PROCEDURE DIRECTIVE

SUBJECT: GRIEF COUNSELING REFERRAL

NUMBER: NN-PI-06

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ORIGINAL DATE: 2-18-10

REVIEW/REVISE DATE:

APPROVAL: _____ Rosalyne Reynolds {s}, Agency Director

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I. PURPOSE :

To guide all staff in making an appropriate referral for Grief Counseling.

II. POLICY:

Grief Counseling will be offered to all NNAMHS consumers or their immediate family or close personal friends upon request and following an unexpected death of a consumer or their family or close personal friend. Grief counseling will consist of one contact with the individual requesting the session and referral to long term counseling if requested.

III. REFERENCES:

Division Policy 4.019: Performance Improvement: Review of Client Death

IV. PROCEDURES

1. Following notification that there has been a consumer's death, the NNAMHS staff member designated to prepare the Serious Incident Report (SIR) should assess:
  - a. If the family or close personal friend reported the death. If so, does this individual request grief counseling.
  - b. If there is a family member or emergency contact listed in the consumer's record.
2. Grief counseling will be offered to emergency contacts or family members listed in the consumer record.
  - a. The investigating staff will notify the Psychology Director of the possible need for grief counseling. The name and phone number will be given to the Psychology Director at this time.
  - b. Contact for Grief counseling will occur within 3 working days of notification.
  - c. Three attempts will be made to contact the individual. All contacts will be monitored in the consumers' record.
3. Grief counseling will be offered in the following cases:
  - a. Consumer has been seen in any program within the six months prior to the notification of death.
  - b. There is a contact person listed in the record.

- c. The individual reporting the death is a current consumer. In this case, if they are assigned a primary therapist, this individual will contact the consumer.
  - d. Circumstances of the death are such that they may cause severe trauma to the individual reporting the death.
  - e. The report of the death was less than 30 days of the actual death.
- 4. If requested, the individual who will be conducting grief counseling will schedule an appointment with the individual as soon as possible, but not exceeding 7 work days.
  - a. The grief counseling will consist of one session designed to assist the family member or concerned person in obtaining longer term therapy to address grief issues.
  - b. The individual will be given a resource list for possible referrals for additional services.
  - c. All contacts will be documented in a note and maintained by the Psychology Director.